

# City of San Diego

## CITY CONTACT

**Contract Specialist:** INSERT CONTRACT SPECIALIST NAME

**Email:** XXXXXXXXX@sandiego.gov

**Phone No.:** (619) 533-34XX, **Fax No.:** 619-533-3633

PM/SE/CPC



## PROPOSAL DOCUMENTS

**(DRAFT)**



**FOR**

**MACC TASK NUMBER:**

**PROJECT TITLE:**

RFP NO.:

SAP NO. (WBS/IO/CC):

CLIENT DEPARTMENT:

COUNCIL DISTRICT:

PROJECT TYPE:

CDBG NO.:

FEDERAL AID PROJECT NO.:

**THIS CONTRACT IS SUBJECT TO THE FOLLOWING:**

- PHASED-FUNDING
- THE CITY'S SUBCONTRACTING PARTICIPATION REQUIREMENTS FOR SLBE PROGRAM.

- FEDERAL EQUAL OPPORTUNITY CONTRACTING REQUIREMENTS.
- PREVAILING WAGE RATES: STATE ☐ FEDERAL ☐
- APPRENTICESHIP
- THIS IS A [insert name of the agency] FUNDED CONTRACT THROUGH THE DEPARTMENT OF [insert name of the department].

**PROPOSALS DUE:**

**12:00 NOON**

**CPC: [INSERT DUE DATE]**

**CITY OF SAN DIEGO**

**PUBLIC WORKS CONTRACTS**

**1010 SECOND AVENUE, 14<sup>th</sup> FLOOR, MS 614C**

**SAN DIEGO, CA 92101**

**ATTN: CONTRACT SPECIALIST**

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# REQUEST FOR PROPOSAL

## 1. INTRODUCTION

- 1.1. This is the City of San Diego's (City) second step in the two-step solicitation process to acquire Design-Build services for the [Project Title and Task number] Design-Build project.
- 1.2. Pursuant to the City's Request for Qualifications (RFQ) K-15-1293-MAC-3-A, this RFP is being issued exclusively to the previously selected firms who have each been awarded a Multiple Award Construction Contract (MACC) with the City.
- 1.3. All MACC awardees are to submit a responsive good-faith Proposal for this Task Order. Failure to do so may result in the City's rescinding the award of the MACC contract. MACC awardees who fail to submit Proposals twice in twelve month period may have their MACC contract rescinded and be ineligible to submit future proposals.
- 1.4. Failure to submit all requested information in accordance with the requirements of the RFP may be cause for disqualification.

2. **SUMMARY OF WORK:** This is the City solicitation process to acquire Design-Build services for a Design-Build project to [ADD SYNOPSIS]. For additional information refer to Attachment A.

3. **COMPETITION:** This RFP is being issued only to the shortlisted contractors pursuant to RFQ \_\_\_\_\_.

4. **PROPOSAL DUE DATE AND TIME ARE:** \_\_\_\_\_

5. **ESTIMATED PROJECT COST:** The City's estimated cost for this project is \$ \_\_\_\_\_

6. **LICENSE REQUIREMENT:** The City has determined that the following licensing classification(s) are required for this contract: A B C27

7. **CONTRACT PERIOD:** Project shall be completed, including the Plant Establishment Period, within xx Working Days from the Notice to Proceed (NTP).

8. **PREVAILING WAGE RATES APPLY TO THIS CONTRACT:** Refer to Attachment D.

9. **PHASED FUNDING:** For Phased Funding Conditions, see Attachment B.

10. **SUBCONTRACTING PARTICIPATION PERCENTAGES:** The mandatory minimum subcontractor participation percentages for this RFP are as follows:

SERVICE	SLBE	ELBE	DVBE	SUBCONTRACTING REQUIREMENT
Design Services	X%	X%	X%	X%
Construction Services	X%	X%	X%	X%

**Notes:**

1. Subcontracting Requirement is the percentage of the individual contract elements i.e., Design Services or Construction Services.

**10.1.** The Design-Builder shall submit subcontractor participation percentages that are not less than the specified subcontracting requirements.

**10.2.** The required subcontracting percentages apply to 1st tier Subcontractors only.

**10.3.** For the purpose of achieving the proposed subcontractor participation percentage, Allowance Proposal Items will not be included in the calculation. The Design-Builder may not substitute DVBE for SLBE/ELBE or SLBE/ELBE for DVBE. Subcontracting percentages for design and construction may not be substituted for one another.

**10.4.** The Proposal shall be deemed non-responsive if the Subcontractor and Supplier listings submitted and enclosed with the Price Proposal fail to meet the above minimum required subcontracting participation levels.

**11. CONTRACTOR LICENSE AND PREQUALIFICATION STATUS:**

**11.1.** The Design-Builder must possess a Class "xx" California State Contractor's license.

**11.2.** The Design-Builder must be prequalified up to the total amount proposed, including any alternates or options, at the time of submission of the proposal.

**11.3.** The Design-Builder's California State License and City of San Diego prequalification status as specified herein must be valid at time of submission.

**12. SELECTION AND AWARD SCHEDULE:**

**12.1.** The City anticipates that the process for selecting a Design-Builder and awarding the contract will be according to the following tentative schedule. Dates are subject to change:

**12.1.1.** Pre-Proposal Meeting XXXX XX, XXXX

**12.1.2.** Proposal Due Date XXXX XX, XXXX

**12.1.3.** Presentations or Interviews XXXX XX, XXXX

**12.1.4.** Selection and Notification XXXX XX, XXXX

**13. PRE-PROPOSAL MEETING AND SITE VISIT:**

**13.1.** Those wishing to submit a Bid are encouraged OR required to attend the Pre-Bid Meeting. The purpose of the meeting is to discuss the scope of the Project, submittal requirements, the pre-qualification process and any Equal Opportunity Contracting Program requirements and reporting procedures. To request a sign language or oral interpreter for this visit, call the Public Works Contracts Division at (619) 533-3450 at least 5 Working Days prior to the meeting to ensure availability. Failure to attend the Mandatory Pre-Bid Meeting may result in the Design-Builder's Bid being deemed non-responsive. The Pre-Bid meeting is scheduled as follows:

**Date:**

**Time**

**Location:**

Attendance at the Pre-Submittal Meeting will be evidenced by the Bidder's representative's signature on the attendance roster. It is the responsibility of the Bidder's representative to complete and sign the attendance roster.

**Bidders may not be admitted after the specified start time of the mandatory Pre-Bid Meeting.**

**13.2. PRE-BID SITE VISIT:** All those wishing to submit a bid are encouraged to (OR) MUST visit the Work Site with the Engineer. The purpose of the Site visit is to acquaint Bidders with the Site conditions. To request a sign language or oral interpreter for this visit, call the Public Works Contracts at (619) 533-3450 at least 5 Working Days prior to the meeting to ensure availability. The Pre-Bid Site Visit is scheduled as follows:

**Time:**

**Date:**

**Location:**